

**ALTERNATE WORK SCHEDULE CALENDAR****2016 MONTHLY CALENDAR**

EMPLOYEE NAME (LAST, FIRST MI)							POSITION NUMBER			WWG		CBID					
AWWS TYPE 9/8/80			SCHEDULED DAY OFF MONDAY B			WORK WEEK BEGINS MONDAY MIDDAY*			OFFICE NAME								
<b>JANUARY</b> 21 Days/168 Hours							<b>FEBRUARY</b> 22 Days/176 Hours										
S	M	Tu	W	Th	F	S	S	M	Tu	W	Th	F	S				
3	4	5	6	7	8	HOL 8	1	LR1	2	3	4	5	6				
10	11	12	13	14	15	16	7	--	9	9	9	9	13				
17	18	19	20	21	22	23	14	HOL 8	16	9	9	9	20				
24	25	26	27	28	29	30	21	--	23	24	25	26	27				
31	01/18 is split 4/4*						02/15 is split 4/4*										
Hours Scheduled:			LR	EX	HC		Hours Scheduled:			LR	EX	HC					
169			-1	+1	0		177			0	+1	0					
<b>APRIL</b> 21 Days/168 Hours							<b>MAY</b> 22 Days/176 Hours										
S	M	Tu	W	Th	F	S	S	M	Tu	W	Th	F	S				
3	4	5	6	7	8	9	1	2	3	4	5	6	7				
10	11	12	13	14	15	16	9	--	9	9	9	9	14				
17	18	19	20	21	22	23	16	HOL 8	17	18	19	20	21				
24	25	26	27	28	29	30	23	--	24	25	26	27	28				
31	25	26	27	28	29	30	9	4/4*	9	9	9	9	31				
Hours Scheduled:			LR	EX	HC		Hours Scheduled:			LR	EX	HC					
169			0	+1	0		169			-7	0	+8					
<b>JULY</b> 22 Days/176 Hours							<b>AUGUST</b> 22 Days/176 Hours										
S	M	Tu	W	Th	F	S	S	M	Tu	W	Th	F	S				
3	4	5	6	7	8	9	1	2	3	4	5	6	7				
10	11	12	13	14	15	16	9	--	9	9	9	9	14				
17	18	19	20	21	22	23	9	4/4*	9	9	9	9	21				
24	25	26	27	28	29	30	26	--	27	28	29	29	30				
31	1	07/04 is split 4/4*						4/4*									
Hours Scheduled:			LR	EX	HC		Hours Scheduled:			LR	EX	HC					
177			0	+1	0		178			0	+2	0					
<b>OCTOBER</b> 21 Days/168 Hours							<b>NOVEMBER</b> 22 Days/176 Hours										
S	M	Tu	W	Th	F	S	S	M	Tu	W	Th	F	S				
2	3	4	5	6	7	8	1		2	3	4	5	6				
9	10	11	12	13	14	15	9	--	9	9	9	9	12				
16	17	18	19	20	21	22	9	4/4*	9	9	9	9	19				
23	24	25	26	27	28	29	26	--	27	28	29	29	30				
30	31	4/4*						4/4*									
Hours Scheduled:			LR	EX	HC		Hours Scheduled:			LR	EX	HC					
160			-8	0	0		178			-3	+2	0					
<b>DECEMBER</b> 22 Days/176 Hours							<b>SEPTEMBER</b> 22 Days/176 Hours										
S	M	Tu	W	Th	F	S	S	M	Tu	W	Th	F	S				
2	3	4	5	6	7	8	1	2	3	4	5	6	7				
9	10	11	12	13	14	15	9	--	9	9	9	9	14				
16	17	18	19	20	21	22	9	4/4*	9	9	9	9	21				
23	24	25	26	27	28	29	26	--	27	28	29	29	30				
30	31	4/4*						4/4*									
Hours Scheduled:			LR	EX	HC		178			LR	EX	HC					
160			-8	0	0		178			0	+2	+8					

EMPLOYEE SIGNATURE

DATE

## LEGEND

LR = LEAVE REQUIRED  
FOR PAY PERIOD DEFICIT  
AND/OR ON A HOLIDAY

EX = EXCESS HOURS EARNED

HC = HOLIDAY CREDIT EARNED